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OPTIONAL FORM 41 (Rev. 7-76)
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MEMORANDUM FOR:

Mr. M. 
Mr. D. 

22 DEC 1987

25 DEC 1987

12/22
Attached are minutes from
the 2 Dec. New Building Project
mtg. I highlighted and
marked some things for your
special note. I suggest reading
first 3 pgs. only.

Date

DD FORM 302-1 FILE COPY

DATE: 8 December 1987

TO: New Building Program, OIT (NBP/OIT) Distribution List

DD/A Registry
2687X-87

FROM: [REDACTED]

SUBJECT: Minutes of 2 December 1987 NBP/OIT Meeting

The first NBP/OIT meeting convened on 2 December 1987 at 1000 in room 3S28T at [REDACTED]. The agenda and attendance list are included as Attachments A and B, respectively. The next meeting is scheduled for 16 December at the same location.

PROLOGUE

Introductory comments were given by the D/OIT. The next 15 to 18 months will be the most challenging, and toughest, in OIT history. OIT energies will be vigorously applied to three major areas of concern: modernizing existing and developing new communications and data processing technologies, supporting the the new building move, and preparing for a third new location.

The New Building Program, OIT (NBP/OIT), led by [REDACTED] (DC/OG), was created to coordinate the second of these three concerns. Since almost every existing piece of communications and data processing equipment will be moved somewhere, the NBP/OIT agenda will be fraught with technical problems. Numerous and complicated interdependencies are already known to exist, and many more will be identified.

Despite the tremendous amount of work involved and the number of problems that must be solved, the D/OIT is confident that OIT will succeed. The talent and dedication of the people throughout OIT is second to none within the agency. The NBP/OIT will help us to help each other.

ACTION ITEM REPORT

Since this was the initial NBP/OIT meeting, there are no past action items to report upon. New action items generated at this meeting are included as Attachment C.

MASTER SCHEDULE

Since this was the initial NBP/OIT meeting, a Master Schedule incorporating NBP/OIT concerns has not been generated. Future minutes will contain as an attachment a copy of that schedule as well as any discussions relating to it. The intention now is to incorporate into the existing OIT Master Schedule all interdependencies, critical tasks, and major milestones identified by the NBP/OIT.

PRESENTATIONS

Copies of the six presentations made today are included as Attachments D through I. Some highlights from each presentation follows:

NBP/OIT Overview

[REDACTED] presented the structure and responsibilities of the NBP/OIT. The NBP/OIT will meet Bi-weekly. Between meetings there will be significant activities performed by individuals or small groups of individuals. The NBP/OIT meetings will serve as a forum for each project to let the other projects know what they are doing over the short term (30 days) as well as long term (90 days).

45-7

Original and New Headquarters Building

STAT [] presented the status of various surveys and installations performed for both the original headquarters building (OHB) and the new headquarters building (NHB), 30 day and 90 day plans for the NHB, and eleven concerns applicable to NHB.

STAT *A* The survey for the OHB is near completion, and the results indicate that there may be a shortfall of about 500 phones ([] were planned and [] may be required).

STAT Remaining station wiring in the NHB will be completed on a per customer basis as 100% floor drawings are turned over to NBCPD from FMD. OL has informed all customers that no changes will be accepted to those drawings. (After a move has been completed, however, maintenance changes will be permitted.) Due to the sequence of relocations, it is very likely that major disturbances (rug pull up, furniture move, etc) to existing completed areas will be required to perform station wiring for follow-on installations.

STAT Because there will no longer be a one-to-one connection between terminals and mainframes, an "All Trunks Busy" (ATB) message can be expected at peak periods when an inordinate number of users attempt to logon. Some users such as ALA, however, claimed to have received these ATB messages at unexpected times (weekends, holidays, etc). EG is aware of such problems and is working them. The D/OIT has directed [] to report daily to him on any logon problems that ALA experiences.

Of the eleven NHB concerns, the following three were later identified by other presentors as concerns to them also:

STAT 1. Fire Protection for equipment and personnel. Although the sprinkler system is installed, it has not been activated since the alarm system to security has not been completed. (Action - [])

*Important
issue
to address* 2. No focal point for NHB in OL. Many of the new building installation activities are in jeopardy without coordination with OL. OL has stopped or interfered with these activities in the past because their needs were not adequately coordinated with the needs of NBCPD. (Action - [])

STAT 3. Related to item 2 is the need to coordinate power and air conditioning service needs with certain NBM and OBM needs, since equipment being tested can not be shutdown. (Action - [])

Scheduled Tasks for Wang and Terminal Moves

STAT [] presented the status of the wang and terminal moves applicable to the NHB North tower project only.

CSG is proceeding ahead with 90% drawings, since they have not received anything better. Nevertheless, they expect to complete cabling and special circuit installations by May 2 of next year for OSWR.

STAT The special circuits, however, are CSG's main concern. These requirements must be identified by December 31 for all offices moving to the new building. [] is responsible for making the special circuits work.

R/R and C/C Segment

STAT [] presented the status of the B/B and C/C segments, 30 day and 90 day plans for both Segments, six concerns applicable to both Segments, and a status report on the Mercury site preparation.

Everything through B/B and C/C CDR has been completed, and the B/B (North tower) IOC is essentially completed, except for some minor customer problems.

B/B and C/C Segment (continued)

Since the current contract ends in February, failure to extend that contract will result in two major problems: COM will not move to the new building, and Mercury will not be installed.

STAT C/C segment needs floor layouts of where COMTEMS will be placed ASAP. (Action -)

STAT Computer Center Moves
 presented the status of the Computer Center moves.

STAT The CRAY is going through acceptance testing now and needs to be accessed from the for testing on January 4.. If this testing is successful, the CRAY will be turned over to the customer by March.

STAT A COMTEM transition plan will be provided to before the end of this month.

STAT Major Issue: Do the Computer Center moves go on schedule or should they be slipped six month too? (Action -)

STAT OIT Office Space Allocation
 presented the status of his efforts to efficiently parcel space. Groups should provide their feedback to him by December 16.

STAT

Attachments

STAT Attachment A Agenda
 STAT Attachment B Attendance List
 STAT Attachment C Action Items
 STAT Attachment D NBP/OIT Overview by
 STAT Attachment E Original and New Headquarters Building Status by
 STAT Attachment F Scheduled Tasks for Wang and Terminal Moves by
 STAT Attachment G B/B and C/C Segment Status by
 STAT Attachment H Computer Center Moves by
 STAT Attachment I OIT Office Space Allocation by

STAT

ATTACHMENT A

AGENDA

30 November 1987

First Biweekly - New Bldg Project, OIT

o Presenters (15 minutes on 30 day plans & overview)

- STAT - Introductory Remarks - D/OIT
- STAT - Overview -
- Voice & Data -
- Wang Moves -
- Terminal Moves -
- Special Projects -
- Comm Center -
- Computer Center Moves -
- Bldg/Bldg -
- STAT - ISC Plans - Deferred until 2nd Biweekly
- OIT Office Space -

o Voice & Data Issues

- What are we doing to improve coordination to prevent terminals from overrunning ports? Who is the responsible individual coordinating this?
- What are the plans for coordination & handling of X2700s?
- Are we short LANmark phones? What are the plans, impact, etc.?
- Is the I/C segment receiving enough support from the other OIT Groups? Related Issue: Should we be doing NHB & OHB concurrently or should we finish OHB surveys first and only then begin NHB?
- How do we provide phone support for the Ops Center if Switch 3 does not go classified until May/June? There also appear to be some data requirements too.

o Computer Center Move Issues

- Should we delay the computer center moves now that occupancy of the North Tower is delayed six months? Is there a connection? What would the impact of a delay be to CAMS, etc.?
- Cannot plan RCC & NCC moves until FY88 money is resolved and bridge processors clarified. Scheduled first bridge machine for January, but unlikely now. Need issue resolved ASAP.
- What are the Comten plans, particularly as it affects the C/C Segment?

o B/B Issues

- Are we prepared to go classified 4 Dec to support CAMS & CRAY?

PAGE 2

o OIT Space & Related Issues

- How did we arrive at the space allocation for the 3 Groups involved and how much space outside the Ops Center does each person have? Please break this down by Group & Division within Group.
- What are the plans for submitting data to OL, and what is needed from the Groups when?
- Mercury requests desks for 25 contractors. Who has the action to formally respond & what do we reply? (Also Mercury wants OIT to get contractors into the compound, arrange unloading at the dock, arrange for security escorts, provide test equipment, etc. Isn't this a Mercury Program responsibility?)
- No furniture has been purchased for the Ops Center. CAMS moves in December.

A-2

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